

TOWN OF DAVIE
TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Herb Hyman/1016

PREPARED BY: Herb Hyman

SUBJECT: Resolution

AFFECTED DISTRICT: All

ITEM REQUEST: Schedule for Council Meeting

TITLE OF AGENDA ITEM: BID - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF SUNSHINE AFTER SCHOOL CHILD CARE, INC. TO OPERATE THE TOWN'S SUMMER CAMP AND AFTER SCHOOL CHILD CARE PROGRAMS AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

REPORT IN BRIEF: The Town solicited competitive sealed proposals to operate the Town's summer camp and after school child care programs. RFP documents were sent to nine (9) prospective respondents. Additionally, the solicitation was advertised statewide in Florida Bid Reporting and nationally in BidNet and also posted on the Town's website. The Town received two (2) responses. All proposals are available for viewing in the Purchasing Division. The selection committee short listed both firms to make an oral presentation. Following the oral presentations, the selection committee ranked the firms in order of preference. The selection committee ranked the firm of Sunshine After School Child Care, Inc. as the firm best qualified to supply the required services. Upon approval of this resolution, the negotiation team will begin negotiating a contract with the selected firm and present that agreement for approval at a future meeting date.

PREVIOUS ACTIONS: n/a

CONCURRENCES: The selection committee ranked Sunshine After School Child Care, Inc. as the firm best qualified to provide the required services.

FISCAL IMPACT: Yes

Has request been budgeted? n/a

If yes, expected cost: n/a

Account name and number: Revenue to the Town

Additional Comments: This will result in revenue to the Town

RECOMMENDATION(S): Motion to approve resolution

Attachment(s): Procurement Authorization, Selection Committee Rankings,
Incorporation Information

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF SUNSHINE AFTER SCHOOL CHILD CARE, INC. TO OPERATE THE TOWN'S SUMMER CAMP AND AFTER SCHOOL CARE PROGRAMS AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

WHEREAS, the Town solicited proposals to operate the Town's summer camp and after school care programs; and

WHEREAS, the selection committee has selected Sunshine After School Child Care, Inc. as the firm best qualified to provide the required services; and

WHEREAS, it is in the Town's best interest to execute a contract for such services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council of the Town of Davie does hereby accept the selection of Sunshine After School Child Care, Inc. as the firm best qualified to provide the required services and authorizes the Town Administrator or his designee to negotiate an agreement for such services and present that contract for approval at a future meeting date. Should no agreement be reached with the highest ranking firm, then the Town Administrator or his designee shall negotiate with the next ranked firm and present that agreement for approval.

SECTION 2. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF
_____, 2010

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2010

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

<u>ACCOUNT NUMBER.</u>	<u>BUDGET ITEM & DESCRIPTION</u>	<u>APPROXIMATE COST</u>
001-0825-341-1142		Revenue to Town

RFP FOR SUMMER CAMP, AFTER SCHOOL, EARLY RELEASE DAYS, SCHOOL OFF DAYS, WINTER BREAK AND SPRING BREAK PROGRAM SERVICE

METHOD OF PROCUREMENT (check the one that applies)

- ☐ Open Competitive Bidding
☐ Piggyback on Contract Number _____
☐ Sole Source
☒ Request For Proposals

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed _____

Department Head

Have Funds been Reserved _____

N/A - REVENUE TO THE TOWN

Date 1/25/10

Signed _____

Signed _____

Town Administrator

BIDS SUBMITTED

<u>VENDOR</u>	<u>COST</u>
<u>SUNSHINE AFTER SCHOOL CHILD CARE</u>	<u>RANKED 1ST</u>
<u>AFTER SCHOOL PROGRAMS, INC.</u>	<u>RANKED 2ND</u>

Signed _____

Procurement Manager

BID SPECIFICATION COMMITTEE'S RECOMMENDATION

<u>Vendor</u>	<u>Cost</u>
<u>SUNSHINE AFTER SCHOOL CHILD CARE</u>	<u>RANKED 1ST</u>

	A	B	C
1			
2			
3		SUMMER CAMPS & AFTER SCHOOL CARE	
4			
5			
6	COMMITTEE MEMBER	SUNSHINE	AFTER SCHOOL
7		CHILD CARE	PROGRAMS
8			
9	W. ACKERMAN	ABSEN T	
10	R. MUNIZ	1	2
11	M. BEEZ D. DYLAN	2	1
12	L. NGUYEN	ABSEN T	
13	B. HITCHCOCK	1	2
14	D. ANDRESKY	1	2
15	H. HYMAN	1	2
16			
17	TOTAL	6	9
18			
19	RANKING	1ST	2ND
20			

**Request for Taxpayer
Identification Number and Certification**

Give form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return) Sunshine After School Child Care, Inc.	
Business name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/ Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Other Non-profit <input type="checkbox"/> Exempt from backup withholding	
Address (number, street, and apt. or suite no.) 7100 Peters Road # 0200	Requester's name and address (optional)
City, state, and ZIP code Plantation, FL 33324	
List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.
Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
OR
Employer identification number
615-091781444

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign
Here

Signature of
U.S. person ▶

Jonice Daugherty

Date ▶ **2/19/10**

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

(145)

Town of Davie Vendor/Bidder Disclosure

I, Janice Doughty being first duly sworn state that:
The full legal name and business address of the person(s) or entity contracting with the Town of Davie ("Town") are as follows (Post Office addresses are not acceptable):

Name of Individual, Firm, or Organization:

Sunshine After School Child Care, Inc

Address:

7900 Peters Road # B200

Plantation, FL 33324

FEIN

65-0978444

State and date of incorporation

Florida 11/24/1999

OWNERSHIP DISCLOSURE AFFIDAVIT

1. If the contract or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who directly or indirectly holds five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full name and address shall be provided for each trustee and each beneficiary. All such names and address are as follows (Post Office addresses are not acceptable):

Names, Addresses, and Titles of Individual Who Will Lobby:

Full Legal Name	Address	Ownership
Janice Doughty	7900 Peters Rd # B200, Plantation, FL 33324	President CEO owner of 100%
Craig Doughty	(Same Address)	VI/SEC 0%
Howard Doughty	(Same address)	TREAS / Board of Director 0%
GARY CHIN	(Same address)	CFO / Board of Director 0%
Loeen Merino	(Same address)	Board of Director 0%
Jan Wainwright	(Same address)	Board of Director 0%

* Please note that Sunshine After School Child Care, Inc, is a not for profit Corporation (501C3) and there fore has No Shareholders / owners.

2. The full legal names and business addresses of any other individual (other than subcontractors, materialmen, suppliers, laborers, and lenders) who have, or will have, any legal, equitable, or beneficial interest in the contract or business transaction with the Town are as follows (Post Office addresses are not acceptable):

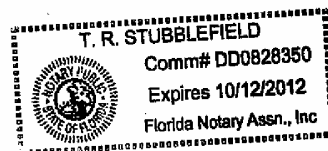
Full Legal Name

Address

By: Janice Doughty
Signature of Affiant
Janice Doughty
Print Name

Date: 02/19/2010

SUBSCRIBED AND SWORN TO or affirmed before me this 19 day of Feb 2010, by Janice Doughty, he/she is personally known to me or has presented _____ as identification.



T. R. Stubblefield
Notary Public, State of Florida at Large
Tanya Stubblefield
Print or Stamp of Notary

DD0828350
Serial Number

My Commission Expires: 10/12/2012

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DIVISION OF CORPORATIONS

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Detail by Entity Name

Florida Non Profit Corporation

SUNSHINE AFTER SCHOOL CHILD CARE, INC.

Filing Information

Document Number N99000006920
FEI/EIN Number 650978444
Date Filed 11/24/1999
State FL
Status ACTIVE
Last Event AMENDED AND RESTATED ARTICLES
Event Date Filed 11/28/2007
Event Effective Date NONE

Principal Address

7900 PETERS ROAD
SUITE B200
PLANTATION FL 33324 US

Changed 01/30/2009

Mailing Address

7900 PETERS ROAD
SUITE B200
PLANTATION FL 33324 US

Changed 01/30/2009

Registered Agent Name & Address

BOWER, TANYA L
110 SE 6TH STREET
15TH FLOOR
FORT LAUDERDALE FL 33301 US

Name Changed: 11/28/2007

Address Changed: 11/28/2007

Officer/Director Detail

Name & Address

Title PCED

DOUGHTY, JANICE
7900 PETERS ROAD SUITE B200
PLANTATION FL 33324

Title VPD

DOUGHTY, CRAIG
7900 PETERS ROAD SUITE B200
PLANTATION FL 33324

Title TD

DOUGHTY, HOWARD
7900 PETERS ROAD SUITE B200
PLANTATION FL 33324

Annual Reports

Report Year Filed Date

2007	02/16/2007
2008	01/18/2008
2009	01/30/2009

Document Images

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